A Library Manual

for

Montana High Schools

PREPARED AND ISSUED
UNDER THE DIRECTION OF

THE STATE DEPARTMENT
OF PUBLIC INSTRUCTION

1923

HELENA : : MONTANA

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FOREWORD

The purpose of this manual is to offer advice regarding the organization of high school libraries and recommendations concerning the selection of books. The list of titles is suggestive, not exhaustive; certainly it is not mandatory. The curriculum, local conditions, finance, and many other factors should and do influence choice of books for any high school library. However, some indication regarding the number and types of library books to be purchased and some declaration relative to their use and care after they have been procured will, it is hoped, prove of value to school boards, teachers, and administrators of high schools in the state.

The material herein contained has been drawn from numerous sources. In general it is true that information has been gathered from four fairly well-defined fields: First, from library manuals and lists prepared by state departments of public instruction, state libraries, book companies, and the federal bureau of education; secondly, from checking, as a part of inspection, the libraries of two hundred or more high schools; thirdly, from discussing reference books with a considerable number of administrators and classroom teachers in Montana high schools; finally, from the suggestions of librarians who have been kind enough to spend hours going over the list. It is impossible to give a roster of names of those who have been helpful in preparing the manual. Acknowledgement of special indebtedness is, however, made to Miss Gertrude Buckhous, Librarian of Montana State University, and to Miss Eleanor Lewis, Reference Librarian of Northwestern University.

CARL A. JESSEN,
High School Supervisor.

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PART A: ORGANIZATION AND ADMINISTRATION OF LIBRARIES

HOUSING OF THE LIBRARY

There are three housing practices which obtain at present. In the very small school the book cases are generally placed in the study hall and the pupils have continuous access to the books; the study hall teacher or the principal usually exercises some slight supervision over the library. In the school of medium size the library frequently is housed in some separate room which is kept locked much of the time since the teaching force of the school is not large enough to allow of much library supervision. In the larger schools the library is generally located in a room apart from the study hall, a librarian or teacher librarian being in charge at all times.

Few school buildings in the state have been built with much thought of library facilities. The American Library Association, 78 East Washington Street, Chicago, has recently issued a bulletin on *Library Organization and Equipment for Secondary Schools;* this bulletin is usually referred to as the "Certain Report" since Mr. C. C. Certain was chairman of the committee which prepared it. School administrators and executives planning new buildings or contemplating the remodeling of old ones will do well to secure a copy of this bulletin.

One important factor to consider is availability. If books are hard to get at they will lie on the shelves unused. It is, therefore, essential that the library shall be located where it is easily accessible and that it shall be open (under supervision) at all times of the day. In the school of small or medium size (the high school with not more than ten or twelve teachers) the only room which meets these two conditions is the study hall. If the study hall is large, a glass partition or lattice may be built across the rear of the room and the book stacks placed there. If the study hall is small it can usually be enlarged by the removal of some partitioning wall and the above plan followed.

The library should be made attractive. That it should be well lighted goes without saying; light tints on the walls help the lighting and lend an air of cheerfulness to the room; appropriate pictures and where finance allows, statuary should be provided; window curtains and potted plants give a homelike appearance; for economic as well as for aesthetic reasons the books ought to be kept in good repair; the desk, tables, chairs, shelves—everything in the room should be kept scrupulously clean and in excellent order.

EQUIPMENT

Necessary equipment includes one or more reading tables, chairs, sectional bookcases or built-in dust proof shelves, charging desk or table, a stand for every dictionary, one or more magazine and newspaper racks, charging file, accession book, cards and pockets of various kinds, a dating stamp, a stamp for marking library books as school property. It is desirable that a closet be provided for the storage of books and library sup-

plies of various kinds. In addition such equipment as the following can be put to good use and should be provided for larger libraries: a catalogue and shelf list file case, book supports, shelf markers, a bulletin board, a typewriter. Supplies may be purchased from almost any school supply company or from library supply houses such as

Gaylord Brothers, 506 South Clinton St., Syracuse, N. Y.

Democrat Printing Co., Madison, Wis.

The Library Bureau, Michigan Avenue and Madison St., Chicago, Ill.

NUMBER OF VOLUMES NECESSARY

Aside from encyclopedias and dictionaries, the minimum number of volumes which can be regarded as satisfactory is as follows:

One-year high school	100	volumes
Two-year high school	150	"
Three-year high school	250	"
Four-year high school (less than 50 pupils)	300	"

Four-year high schools enrolling more than fifty pupils will need larger libraries than indicated above. The "Certain Report" states: "An accredited high school with an enrollment of 100 or fewer students should have a library of not fewer than 1000 carefully selected books, and schools with an enrollment of 200 should have at least 2000 volumes. This means practically ten volumes for every student in the high school." Many of our Montana high schools will fail to reach this goal, but the quotation is given here in order that a definite ideal may be established.

ACCESSIONING AND CATALOGUING

All libraries should be accessioned. Usually they should be catalogued. Assuredly every library of 250 or more volumes should be catalogued.

It is strongly urged that the Dewey Decimal System of cataloguing be used. If a library already is organized according to the Expansive or equally satisfactory system, there may not be a good reason for a change; but the Decimal System is most widely used and allows of additions to the library from year to year much more easily than do most other cataloguing systems. On page 9 will be found references to pamphlets and books on library organization.

LIBRARIAN AND ASSISTANTS

The proper care of a library requires considerable time and work. It is, of course, desirable that a trained librarian be employed. Where this is impossible a teacher with some library training should be secured to act as librarian. If an efficient corps of student helpers is provided, the demands upon the time of the teacher-librarian will not be extreme. These helpers can take charge of the checking out and in of books, of returning all books to their proper places in the stacks, and of caring for the library during every period of the day. If carefully supervised they can be of considerable assistance in the accessioning and cataloguing of books. Where the discipline of the library is cared for by the study hall teacher, student assistants can do nearly all of the other work necessary in the small library.

THE CHARGING SYSTEM

A definite charging system should be instituted. There are various systems used. One which seems to give general satisfaction in school libraries is the following: Books are loaned for a period of two weeks; the charging file contains a date index instead of an alphabetical one; the name (or number) of the pupil withdrawing the book is entered on the book card which is then filed under the date when the book is due; this date is written on the book pocket or on a date slip attached to the book. Thus in the charging file there is a record of the book, the borrower, and the date due; in the book there is a reference to the date under which the book card is filed.

MISCELLANEOUS SUGGESTIONS

1. It is essential that encyclopedias, dictionaries, and general references be especially easy of access. They may be kept in the study hall and sometimes in the different class rooms. No pupil or teacher should be allowed to remove them from the room.

2. The library is a place for doing reference work only. Pupils should not be permitted to prepare ordinary textbook assignments in the library.

3. Do not allow pupils to go to the stacks for their books. Advantages claimed for this system are more than offset by resulting disadvantages, such as loss of books and difficulty with keeping the library in order. Books should be checked in and out by the librarian or the assistant in charge.

4. Books reserved by a teacher as special reference for the pupils of some class may be kept at or near the desk and checked out for only one period at a time.

5. Instruction in the use of books and libraries should be given as part of the regular English work.

6. Textbooks and classics (except as they may be used for reference) should not be catalogued in the library.

7. In general avoid buying "sets".

8. Time and money may frequently be saved by ordering books from a general dealer who handles the books of a large number of publishers.

9. Magazines and newspapers should not be saved from year to year unless they are bound. Articles of importance should be clipped and placed in large envelopes, binders, or folders with the contents indicated on the outside. These envelopes, binders or folders may then be filed in special filing cases or filing boxes secured from library supply companies. If pupils and patrons are encouraged to bring in magazines, pamphlets, and bulletins, a valuable reference library on a variety of subjects can thus be established.

10. There is no need of duplicating fiction contained in the city or county library, provided a sufficient number of these volumes of fiction can be made accessible. Important reference books should be included in the high school library regardless of whether or not they are listed in the public library.

11. In smaller communities where no adequate city or county library facilities are provided the borrowing of school library books by all members of the community should be encouraged.

12. In general it is good practice to stock the school library with books tangibly useful as references in the subjects taught in that school.

13. Experience has proved that it is more satisfactory to mark the class numbers in white ink on the back of the book than to use paper labels. When carefully done the painting with mixed shellac and lampblack of an inch-wide band at a uniform distance from the bottom of the books forms a neat background for the white lettering. A final coat of white shellac will protect the lettering.

14. An inventory of the library should be taken at least once each year, preferably toward the close of the school year. Equipment, as well as books should be inventoried. For the purpose of checking books, a shelf list will be found useful.

15. In the list of titles which follows, the books have been listed by publishers. Some of these books may be bought in cheaper editions. It is especially recommended that catalogues of the titles contained in *Everyman's Library* (Dutton), in *Altemus Edition* (Henry Altemus Co., Philadelphia), and in *Burt's Home Library* (Burt) be obtained. Books from *Everyman's Library* should be ordered in "library cloth".

16. Professional books for teachers should not be catalogued in the high school library. It is, however, urged that a professional library for teachers be maintained in every school. In this library should be included as many as possible of the titles contained in the *Montana Teachers' Reading Circle List.* For suggestions regarding methods in teaching various school subjects the books of *American Teachers' Series* (Longmans), of *Teachers' Professional Library* (Macmillan), and of *Riverside Textbooks in Education* (Houghton) are invaluable.

PART B: BOOKS FOR HIGH SCHOOL LIBRARIES

In the following pages an effort has been made to list books which should be included in the average high school library. For purposes of indicating preferences a system of starring has been employed. Double starring indicates the greatest desirability; single starred volumes may be next provided; books not starred may be bought whenever occasion arises and finance allows. The number of double starred titles has purposely been limited; consequently, while it is recommended that schools first secure these volumes, it is urged that no school be satisfied with providing merely this restricted list.*

* For list of publishers see page 43.

LIBRARIES AND LIBRARY WORK.

** **Standard Library Organization and Equipment for Secondary Schools of Different Sizes** (The "Certain Report"). Am. Lib. Ass'n.

** **Library Books for High Schools.** Bureau of Education Bulletin, 1917, No. 41. Government Printing Office.

** **The Booklist Books.** Am. Lib. Ass'n.
(Short list of best books. Issued annually).

** One or more of following books on cataloging:
Dewey Decimal Classification and Relative Index. Forest Press.
Dewey. Outline of Decimal Classification.
(For libraries 500 volumes or less). Forest Press.
Fay-Eaton. The Use of Books and Libraries. F. W. Faxon Co., Boston.
Fellows. Cataloging Rules. Wilson.

* As many as possible of the following:
The Booklist Am. Lib. Ass'n.
(Issued ten times each year).
Brown. Mending and Repair of Books. Am. Lib. Ass'n.
Dana. The Picture Collection. Elm Tree Press, Woodstock, Vermont.
Howe. The Catalog. Am. Lib. Ass'n.
Library School of the University of Wisconsin. An Apprentice Course for Small Libraries. Am. Lib. Ass'n.
Webster. Buying List of Books for Small Libraries. Am. Lib. Ass'n. .
Wilson. School Library Management. Wilson.
Wyer. Pamphlets and Minor Library Material. Am. Lib. Ass'n.

Departments of Public Instruction in many states have issued library manuals. Among the best of the recent ones are those of Iowa, Massachusetts, Oregon, West Virginia, and Wisconsin.

DICTIONARIES

** English dictionaries. One dictionary will serve about 30 high school pupils.
New Standard Dictionary. Funk.
Webster's New International Dictionary. Merriam.

** One or more dictionaries for each foreign language studied.

Latin:

Lewis and Short. Harper's Latin Dictionary. American.

Smith and Hall. Copious and Critical English-Latin Dictionary. American.

French:

Elwall. Dictionarie Anglais-Francais et Francais-Anglais Delagrave. Paris.

Gasc. Concise English and French Dictionary. Holt.

Spiers and Sureme. Standard Pronouncing Dictionary of the French and English Languages. Appleton.

Spanish:

Velasquez's New Pronouncing Dictionary of the Spanish and English Languages. Appleton.

ENCYCLOPEDIAS.

** A good usable encyclopedia should be a part of the equipment of every high school. One of the briefer encyclopedias will probably be found adequate for a one-year or two-year high school. For three- or four-year high schools a more elaborate work of reference is needed. Miss Martha Wilson in *Bulletin of the Bureau of Education*, 1917, No. 41 recommends *Everyman Encyclopedia* as a shorter work and *The New International* as a more elaborate encyclopedia.

* **Appleton's New Practical Encyclopedia** (6 vols.) Appleton.

Encyclopedia Americana (For larger schools only). Encyclopedia Americana Corporation, 27 William St., New York.

* **Everyman Encyclopedia** (12 vols.) Dutton.

Nelson's Loose Leaf Encyclopedia (12 vols.) Nelson.

** **The New International Encyclopedia** (24 vols.) Dodd.

Standard Reference Work (8 vols.) Welles Brothers Publishing Co., Chicago.

* **The World Book** (10 vols.) W. F. Quarrie Co., Chicago.

MISCELLANEOUS WORKS OF GENERAL REFERENCE.

** One or more biographical dictionaries.

Who's Who. Macmillan.

(Issued annually. Lists Englishmen and Americans; a few others).

Who's Who in America. Marquis.

(Issued biennially. Latest issue, 1922. Lists prominent Americans only).

** One or more books of English synonyms.

Allen. English Synonyms. Harper.

Crabb. English Synonyms. Harper

Fernald. English Synonyms and Antonyms. Funk.

Smith. Synonyms Discriminated. Holt.

** One or more books of quotations.

Bartlett. Familiar Quotations. Little.

Hoyt. Encyclopedia of Practical Quotations. Funk.

** One Atlas.

(The following Atlases have the 1920 Census figures. The first two cost about $10 each; the last three about $3.50 each).

Cram's Unrivaled Atlas of the World. The George F. Cram Co., 107 N. Market St., Chicago.

International Atlas of the World. Rand.

Complete Atlas of the World. Rand.

Hammond's Modern Atlas of the World. Hammond.

Reynolds Comprehensive Atlas and Gazetteer. Reynolds Publishing Company, 416 West 13th St., New York City, N. Y.

** One or more yearly almanacs (bound in cloth).

The Daily News Almanac. The Daily News, Chicago.

The World Almanac and Encyclopedia. Press.

Whitacker's Almanac. Stechert.
(An English Almanac).

** Latest issue of one or more year books.

The New International Year Book. Dodd.
(Issued every May. Should be ordered by all schools having the New International Encyclopedia).

The Statesman's Year Book. Macmillan.
(Issued in June every year).

* **Lippincott's New Gazetteer.** Lippincott.
(The price is about $12.)

** **Map of Montana.** Railroad Commission, State Capitol, Helena, Mont.

** **Statistical Abstract of the U. S.** (Bound in cloth). Government Printing Office.

** **Statistical Abstract of Foreign Countries.** Government Printing Office.

** **Official Congressional Directory.** (New edition each December. Secure from member in congress).

** **Statistical Atlas of the United States.** Government Printing Office.

** One Bible.

Moulton. The Modern Readers Bible. Houghton.

Standard Bible. (Revised version). Nelson.

** **Brewer.** Reader's Handbook of Allusions, References, Plots, and Stories. Lippincott.

** **Franc.** Use Your Government. Dutton.

** **I. C. S. Handbooks.** International Correspondence Schools, Scranton, Pennsylvania.
(As many as possible of the 22 volumes. Price $1 each).

* **The Reader's Guide.** Wilson.
(For larger schools).

* **Reddall.** Fact, Fancy, and Fable. McClurg.

** **Roget.** International Thesaurus. Crowell.

* **Walsh.** Curiosities of Popular Customs. Lippincott.

PERIODICALS.

** One or more weekly news magazines.

The Independent. 119 West 40th St., New York.
The Literary Digest. Funk.
The Outlook. Outlook Co., 381 4th Ave., New York.
The Pathfinder. Pathfinder Publishing Co., Washington D. C.

* One or more monthly news magazines.

The American Review of Reviews. Review of Reviews Co., 30 Irving Place, New York.
The World's Work. Doubleday.

* One or more of the following:

The American Magazine. Springfield, Ohio.
The Atlantic Monthly. 8-9 Arlington St., Boston.
The Bookman. Doran.
Harper's Monthly Magazine. Harper.
The Mentor. Mentor Association, 114 East 16th St., New York.
National Geographic Magazine, National Geographic Society, Hubbard Memorial Hall, Washington, D. C.
Scribner's Magazine. Scribner.
The Survey. Survey Associates, 112 East 19th St., New York.

** **Magazines** as needed for school subjects and for professional reading.

** **One daily newspaper** of the state.

ETHICS AND CONDUCT OF LIFE.

* **Dewey.** Lessons on Manners. Hinds.
* **Hubbard.** The Message to Garcia. The Roycrofters, East Aurora, New York.
** **James.** On Some of Life's Ideals. Holt.
Lorimer. Letters From a Self-Made Merchant to His Son. Grosset.
Knox. Leadership. Personal Help Publishing Co., St. Louis.
Knox. Ready Money. Personal Help Publishing Co., St. Louis.
** **Deans of Chicago High Schools.** Manners and Conduct in School and Out. Allyn.
Marden. Training for Efficiency. Crowell.
Moore. The Youth and the Nation. Macmillan.
Richardson. Woman Who Spends. Whitcomb and Barrows. Boston.
* **Roosevelt.** Letters to His Children. Scribner.
** **Spillman.** Personality. Gregg.
Tarbell. Business of Being a Woman. Macmillan.

VOCATIONAL GUIDANCE.

* **Allen.** Business Employments. Ginn.
* **Brewster.** Vocational Guidance for the Professions. Rand
Cabot. What Men Live By. Houghton.
Cooper. How to Prepare for Civil Service. Gregg.
** **Filene.** Careers for Women. Houghton.
* **Giles and Giles.** Vocational Civics. Macmillan.
** **Gowin and Wheatley.** Occupations. Ginn.

Hall. How to Get a Position and How to Keep It. Funk.
Laselle and Wiley. Vocations for Girls. Houghton.
* **Robinson.** The Find Yourself Idea. Ass'n Press.
Weaver. Profitable Vocations for Girls. Barnes.
Weaver and Blyer. Profitable Vocations for Boys. Barnes.

MYTHOLOGY.

Anderson. Norse Mythology. Scott.
* **Bullfinch.** The Age of Fable. Crowell.
** **Gayley.** Classic Myths in English Literature. Ginn.
* **Guerber.** Myths of Greece and Rome. American.
* **Guerber.** Myths of Northern Lands. American.
Mabie. Norse Stories Retold From the Eddas. Rand.
Mabinogion. Lanier's The Boy's Mabinogion. Scribner.
Malory. Lanier's The Boy's King Arthur. Scribner.

GOVERNMENT, ECONOMICS, SOCIOLOGY.

Adams and Sumner. Labor Problems. Macmillan.
Baldwin. The American Judiciary. Century.
Beard. American Government and Politics. Macmillan.
* **Beard.** Readings in American Government and Politics. Macmillan.
** **Bishop and Keller.** Industry and Trade. Ginn.
* **Bogart.** Economic History of the U. S. Longmans.
* **Brice.** American Commonwealth. (Abridged). Macmillan.
Brice. Modern Democracies. (2 vols.) Macmillan.
Bullock. Selected Readings in Economics. Ginn.
Callender. Selections From the Economic History of the U. S. Ginn.
Carver. Principles of Rural Economics. Ginn.
* **Coman.** Industrial History of The U. S. Macmillan.
Commons. Trade Unionism and Labor Problems. Ginn.
* **Conklin.** Heredity and Environment in the Development of Men. Princeton.
Dawson. Organized Self-government. Holt.
Devine. Misery and Its Causes. Macmillan.
Ely and Others. Outlines of Economics. Macmillan.
* **Fiske.** Civil Government in the U. S. Houghton.
Gillette. Constructive Rural Sociology. Macmillan.
** **Hart.** Actual Government as Applied under American Conditions. Longmans.
* **Haskins.** The American Government. Lippincott.
* **Hill.** Community Life and Civic Problems. Ginn.
Jenks and Lauck. Immigration Problem. Funk.
Johnson. American Railway Transporation. Appleton.
Kaye. Readings in Civil Government. Century.
Macy. Party Organization and Party Machinery. Century.
Merriam. Primary Elections. University of Chicago Press.
Ray. Introduction to Political Parties and Practical Politics. Scribner.

* **Reinsch.** American Legislatures and Legislative Methods. Century.
Ripley. Railway Problems. Ginn.
** **Roosevelt.** American Ideals and Other Essays. Putnam.
Smith. The Spirit of American Government. Macmillan.
Steiner. From Alien to Citizen. Revell.
Taft. The Presidency. Scribner.
Taussig. Tariff History of the U. S. Putnam.
* **Toulmin.** The City Manager. Appleton.
** **Tufts.** The Real Business of Living. Holt.
Voght. Introduction to Rural Sociology. Appleton.
Wells. Industrial History of the United States. Macmillan.
Willis. Federal Reserve. Doubleday.
Wilson. Congressional Government. Houghton.
Woodburn. Political Parties and Party Problems. Putnam.
Woodruff. A New Municipal Program. Appleton.
* **Woodruff.** City Government by Commission. Appleton.
* **An Outline Course in Citizenship.** U. S. Naturalization Bureau.

** One or more texts on civics:

Ashley. The New Civics. Macmillan.
Beard. American Citizenship. Macmillan.
Guitteau. Government and Politics in the U. S. Houghton.
James and Sanford. Government in State and Nation. Scribner.
Magruder. American Government in 1923. Allyn.

** One or more texts on economics:

Burch. American Economics Life. Macmillan.
Carver. Elementary Economics. Ginn.
Ely and Wicker. Elementary Principles of Economics. Macmillan.
Marshall and Lyon. Our Economic Organization. Macmillan.
Thompson. Elementary Economics. Sanborn.

** One or more texts on sociology.

Burch and Patterson. American Social Problems. Macmillan.
Elwood. Sociology and Modern Social Problems. American.
Towne. Social Problems. Macmillan.

** One or more texts on problems of democracy:

Burch and Patterson. Problems of American Democracy. Macmillan.
Hughes. Problems of American Democracy. Allyn.
Munro and Ozanne. Social Civics. Macmillan.
Williamson. Problems in American Democracy. Heath.

EDUCATION AND PSYCHOLOGY.

Angell. Introduction to Psychology. Holt.
Brown. Talks to Freshman Girls. Houghton.
* **Carney.** Country Life and the Country School. Row.
Cooper. Why Go to College? Century.
Dewey. How We Think. Heath.
Dexter. History of Education in the U. S. Macmillan.

Gauss. Through College on Nothing a Year. Scribner.
** **James.** Habit. (Reprint from "Principles of Psychology") Holt.
Jordan. Care and Culture of Men. Whitaker and Ray-Wiggin Co., San Francisco.
* **Kitson.** How to Use Your Mind. Lippincott.
Lewis. Democracy's High School. Houghton.
** **Palmer.** Why Go to College. Crowell.
** **Sandwick.** How to Study and What to Study. Heath.
Whipple. How to Study Effectively. Public School Publishing Co.
Wilson. Working One's Way Through College and University. McClurg.

COMMERCE.

** **Day.** History of Commerce. Longmans.
Freeman and Chandler. World's Commercial Products. Ginn.
** **Huntington & Williams.** Business Geography. Wiley.
** **Robinson.** Commercial Geography. Rand.
Smith. Commerce and Industry. Holt.
Redway. Commercial Geography. Scribner.
** **Smith.** Industrial and Commercial Geography. Holt.

NATIONAL CUSTOMS, FOLKLORE, LEGENDS.

** **Arabian Nights.** Houghton.
Chapin. Wonder Tales from Wagner. Harper.
Church. Heroes of Chivalry and Romance. Macmillan.
* **Guerber.** Legends of the Middle Ages. American.
* **Guerber.** Legends of the Rhine. Barnes.
Harris. Uncle Remus. Appleton.
* **Linderman.** Indian Why Stories. Scribner.
* **Linderman.** Indian Old Man Stories. Scribner.
* **Malory.** Boy's King Arthur. Scribner.
Pyle. Merry Adventures of Robin Hood. Scribner.
Pyle. Story of King Arthur and His Knights. Scribner.
Scudder. The Children's Book. Houghton.
Skinner. Myths and Legends of Our Own Land. Lippincott.

MATHEMATICS.

Ball. Mathematical Recreations and Problems of Past and Present Times. Macmillan.
** **Ball.** Short Account of the History of Mathematics. Macmillan.
* **Beman and Smith.** Geometric Exercises in Paper Folding. Open Court Publishing Co.
Cajori. History of Elementary Mathematics. Macmillan.
Christman. Shop Mathematics. Macmillan.
Dooley. Vocational Mathematics. Heath.
Fink. A Brief History of Mathematics. Open Court Pub. Co.
Sykes. A Source Book of Problems for Geometry. Allyn.

** One or more reference texts for each year of mathematics taught.

* **Hawkes Luby and Touton.** First Course in Algebra. Ginn.

Hawkes Luby and Touton. Second Course in Algebra. Ginn.
Slaught and Lennes. Elementary Algebra. Allyn.
Slaught and Lennes. Intermediate Algebra. Allyn.
Slaught and Lennes. Plane Geometry. Allyn.
Slaught and Lennes. Solid Geometry. Allyn.
Wells and Hart. New High School Algebra. Heath.
Wells and Hart. Plane and Solid Geometry. Heath.
Wentworth-Smith. Plane and Solid Geometry. Ginn.

* One or more texts on general mathematics.

Breslich. Mathematics for Secondary Schools. (Four volumes). The University of Chicago Press.
Rugg-Clark. Fundamentals of High School Mathematics. World.
Schorling and Reeve. General Mathematics. Ginn.

GENERAL SCIENCE.

Champlin and Lucas. Young Folks Cyclopedia of Natural History. Holt.
** **Comstock.** Handbook of Nature Study. Comstock.
Gibson. Heroes of the Scientific World. Lippincott.
Gibson. The Romance of Scientific Discovery. Lippincott.
Huxley. Autobiography and Selected Essays. Appleton.
* **Thompson.** Outline of Science. (4 vols.) Putnam.
* **Williams.** Miracles of Science. Harper.

** One or more texts on general science. (Accompanying manuals where published separately).

Caldwell and Eikenberry. General Science. Ginn.
Hessler. The First Year of Science. Sanborn.
Van Buskirk and Smith. The Science of Everyday Life. Houghton.
Washburne. Common Science. World.

ASTRONOMY.

Ball. Star Land. Ginn.
McKready. Beginners Star-Book. Putnam.
Macpherson. The Romance of Modern Astronomy. Lippincott.
* **Newcomb.** Astronomy for Everybody. Doubleday.
Proctor. Giant Sun and His Family. Silver.

PHYSICS.

Adams. Harper's Electrical Book for Boys. Harper.
* **Cajori.** A History of Physics. Macmillan.
Cockaday. Radio-Telephony for Everyone. Stokes.
Faraday. Experimental Researches in Electricity. Dutton.
Gibson. Our Good Slave Electricity. Lippincott.
Gibson. Scientific Ideas of Today. Lippincott.
** **Handbook of Chemistry and Physics.** Chemical Rubber Co., Cleveland.
Houston. Wonder Book of Light. Stokes.
Houston. Wonder Book of Magnetism. Stokes.
Kenelly. Wireless Telegraphy and Wireless Telephoning. Moffat.
Lescarbaura. Radio for Everybody. Munn.

* **Lodge.** Pioneers of Science. Macmillan.

Mills. Letters of a Radio Engineer to His Son. Harcourt.

Radio Service Bulletin (25c a year). Bureau of Navigation, Dept. of Commerce, Washington.

Watson. A Textbook of General Physics. Longmans.

Watson. A Textbook of Practical Physics. Longmans.

** One or more texts on physics. (With manuals).

Black and Davis. Practical Physics. Macmillan.

Carhart and Chute. Physics with Applications. Allyn.

Hoadley. Essentials of Physics. American.

Millikan and Gale. Practical Physics. Ginn.

Reed and Henderson. High School Physics. Lyons & Carnahan, Chicago.

CHEMISTRY.

** **Allyn.** Elementary Applied Chemistry. Ginn.

Bird. Modern Science Reader. Macmillan.

Dennis and Whittelsey. Qualitative Analysis. Ginn.

* **Duncan.** Chemistry of Commerce. Harper.

* **Henley.** Receipts and Formulas. Henley.

Olsen. Pure Foods. Ginn.

Philip. The Romance of Modern Chemistry. Lippincott.

Rogers and Aubert. Industrial Chemistry. Van Nostrand.

* **Sadtler.** Chemistry of Familiar Things. Lippincott.

* **Slosson.** Creative Chemistry. Century.

Smith. Quantitative Chemical Analysis. Macmillan.

Stieglitz. Elements of Qualitative Chemical Analysis. (2 vols.) Century.

Talbot. Quantitative Chemical Analysis. Macmillan.

* **Thorpe.** A History of Chemistry. (2 vols.) Putnam.

** **Treadwell and Hall.** Analytical Chemistry (Vol. I). Wiley.

** One or more texts on Chemistry. (With manuals).

Black and Conant. Practical Chemistry. Macmillan.

Brownlee, Fuller, etc. First Principles of Chemistry. Allyn.

Hessler and Smith. Essentials of Chemistry. Sanborn.

Kahlenberg and Hart. Chemistry and Its Relation to Daily Life. Macmillan.

McPherson and Henderson. First Course in Chemistry. Ginn.

Newell. General Chemistry. Heath.

MINERALOGY, PHYSICAL GEOGRAPHY, GEOLOGY.

Chamberlain and Salisbury. College Textbook of Geology. Holt.

* **Dana.** The Geological Story Briefly Told. American.

Dana. Minerals and How to Study Them. Wiley.

Fairbanks. Stories of Rocks and Minerals. Educational Publishing Co., Chicago.

* **Hager.** Practical Oil Geology. Gray.

Harrington. About the Weather. Appleton.

* **Salisbury.** Physiography. Holt.
Spencer. World's Minerals. Stokes.
Tower. The Story of Oil. Appleton.
Verrill. The Ocean and Its Mysteries. Duffield.
* **U. S. Department of the Interior.** Mineral Resources in the U. S. Geological Survey, U. S. Dept. of the Int., Washington.

BIOLOGY.

Clodd. Primer of Evolution. Longmans.
Conn. Story of the Living Machine. Appleton.
Hough and Sedgwick. The Human Mechanism. Ginn.
Locy. Biology and Its Makers. Holt.
** **McCabe.** A. B. C. of Evolution Putnam.
Shute. First Book in Organic Evolution. Open Court Pub. Co.
** One or more texts on Biology. (Accompanying manuals where published separately).
Gruenberg. Elementary Biology. Ginn.
Hunter. Civic Biology. American.
Peabody and Hunt. Elementary Biology. Macmillan.
Smallwood and Others. Biology for High Schools. Allyn.

BOTANY.

Armstrong. Western Wild Flowers. Putnam.
Bergen and Caldwell. Practical Botany. Ginn.
* **Clements.** Rocky Mountain Flowers. Wilson.
Conn. Bacteria, Yeasts and Molds in the Home. Ginn.
Cook. Applied Economic Botany. Lippincott.
** **Coulter.** Manual of the Botany of the Rocky Mountain Region. American.
Davenport. Domesticated Animals and Plants. Ginn.
Gibson. Blossom Hosts and Insect Guests. Newson.
Harwood. New Creations in Plant Life. Macmillan.
** **Kirkwood.** Forest Distribution in the Northern Rocky Mountains. State University, Missoula.
** **Kirkwood.** Trees and Shrubs of the Northern Rocky Mountains. State University, Missoula.
Mathews. Field Book of American Wild Flowers. Putnam.
* **Nelson.** Spring Flora Intermountain States. Ginn.
Pinchot. A Primer of Forestry. Supt. of Documents, Washington, D. C.
** **Pack.** The School Book of Forestry. Lippincott.
Walton. Flower-Finder. Lippincott.

ZOOLOGY.

* **Bailey.** Handbook of Birds of the Western United States. Houghton.
Bostock. The Training of Wild Animals. Century.
* **Chapman.** Bird Life. Appleton.
Comstock. Insect Life. Appleton.
Nelson. Wild Animals of North America. National Geographic Society, Washington, D. C.

* **Reed.** Bird Guide. Part I. Water Birds. Doubleday.
* **Reed.** Bird Guide. Part II. Land Birds. Doubleday.
** **Reed.** Western Bird Guide. Doubleday.

INDUSTRIES, INVENTIONS.

Baker. The Boy's Book of Inventions. Doubleday.
** **Bond.** Inventions of the Great War. Century.
Brooks. The Story of Cotton. Rand.
Burns. Story of Great Inventions. Harper.
Doubleday. Stories of Inventors. Doubleday.
* **Forman.** Stories of Useful Inventions. Century.
** **Holland.** Historic Inventions. Jacobs.
Houston. Inventors at Work. Doubleday.
* **McFee.** Stories of American Inventions. Crowell.
Mills. Searchlights on Some American Industries. McClurg.
* **Thurston.** History of the Growth of the Steam Engine. Appleton.

PHYSIOLOGY, HYGIENE, PHYSICAL TRAINING.

Conn and Budington. Advanced Physiology and Hygiene for Use in Secondary Schools. Silver.
* **Delano.** American Red Cross Textbook on Home Hygiene and Care of the Sick. Blakiston.
Gulick. The Efficient Life. Doubleday.
* **Harvard Health Talks.** (As many as possible of the eight titles) Harvard University Press.
* **Hutchinson.** Community Hygiene. Houghton.
Hutchinson. Handbook of Health. Houghton.
Hutchinson. Instinct and Health. Houghton.
* **Lynch and Shields.** American Red Cross Abridged Textbook of First Aid. Blakiston.
** **Pyle.** Manual of Personal Hygiene. Saunders.
* **U. S. War Department.** Manual of Physical Training for Use in the U. S. Army. Govt. Printing Office

MACHINERY, ENGINEERING.

Anderson. Electricity for the Farm. Macmillan.
* **Bishop.** The Story of the Submarine. Century.
* **Croft.** American Electricians' Handbook. McGraw.
McCormick. Electricity. Stokes.
* **Manufacturers Aircraft Association.** Aircraft Yearbook. Small.
Newell and Drayer. Engineering as a Career. Van Nostrand.
Ratch. Conquest of the Air. Moffat.
Spon. Spon's Mechanics Own Book. Spon & Chamberlain, 123 Liberty St., New York.
Taylor and Blake. Automotive Manual. Macmillan.
Williams. Romance of Modern Mining. Lippincott.
** **Wright.** Automotive Repair. (4 vols.) Wiley.
(Volume I especially useful).

AGRICULTURE.

** **Anderson.** Electricity for the Farm. Macmillan.
Armsby. The Nutrition of Farm Animals. Macmillan.
Belcher. Clean Milk. Judd.
Boshore. Sanitation of a Country House. Wiley.
** **Boss.** Farm Management. Lyons and Carnahan, Chicago.
Bowsfield. Making the Farm Pay. Forbes and Company, 443 South Dearborn St., Chicago.
* **Brigham.** Progressive Poultry Culture. The Torch Press, Cedar Rapids, Iowa.
* **Burkett.** The Farmer's Veterinarian. Judd.
* **Coburn.** Book of Alfalfa. Judd.
Coburn. Swine Husbandry. Judd.
* **Comstock.** How to Keep Bees. Doubleday.
* **Craig.** Judging Live Stock. J. A. Craig, Omaha, Neb.
* **Davidson and Chase.** Farm Buildings. Webb.
Davis. Horticulture. Lippincott.
** **Dietrich.** Livestock on the Farm. Saunders.
Eckles. Dairy Cattle and Milk Production. Macmillan.
Elliott. Practical Farm Drainage. Wiley.
Ely. The Practical Flower Garden. Macmillan.
* **Favor.** Fruit Grower's Guide. The Fruit Grower, St. Joseph, Mo.
Fortier. Use of Water in Irrigation. McGraw.
* **French.** How to Grow Vegetables. Macmillan.
Galpin. Rural Life. Century.
* **Guthrie.** Butter Making. Macmillan.
Harper. Management and Breeding of Horses. Judd.
Harper. Manual of Farm Animals. Macmillan.
* **Jeffery.** Text Book of Land Drainage. Macmillan.
* **King.** The Soil. Macmillan.
Lancelot & Cunningham. Soils and Plant Life. Macmillan.
* **Lane.** Business of Dairying. Judd.
* **Lippincott's Farm Manuals** (As many of this series as seem necessary). Lippincott.
* **Montgomery.** Corn Crops. Macmillan.
Myers. Food for Plants. Wm. S. Myers, 71 Nassau St., N. Y.
* **Paddock & Whipple.** Fruit Growing in Arid Regions. Macmillan.
Plumb. Beginnings in Animal Husbandry. Webb.
Robinson. Principles and Practice of Poultry Culture. Ginn.
Sanderson. Insect Pests of Farm, Garden, and Orchard. Wiley.
Shaw. Clovers and How to Grow Them. Judd.
* **Spillman.** Farm Grasses of the United States. Judd.
* **Taylor.** Soil Culture. Deere and Company, Moline, Ill.
Vorhees. Forage Crops. Macmillan.
* **Widtsoe.** Dry Farming. Macmillan.
Wing. Meadows and Pastures. Saunders.
** One or more of the following:
Bailey. The Principles of Agriculture. Macmillan.
Harris and Stewart. The Principles of Agronomy. Macmillan.
Moore and Halligan. Plant Production. American.

HOME ECONOMICS.

** **Able.** Successful Family Life on the Moderate Income. Lippincott.
Allen. Table Service. Little.
* **Bailey.** Source Chemistry and Use of Food Products. Blakiston.
Cooley and Spohr. Household Arts for Home and School (2 vols.) Macmillan.
** **Daniels.** Furnishing of a Modest Home. Atkinson.
Fales. Dressmaking. Scribner.
Farmer. Boston Cooking School Cook Book. Little.
Foster and Weigley. Foods and Sanitation. Row.
* **Greer.** Text Book of Cooking. Allyn.
Leeds. The Household Budget. J. B. Leeds, Germantown, Philadelphia.
* **Lippincott's Home Manuals.** (Listed here in order of preference).
Balderston. Housewifery.
Baldt. Clothing for Women.
Taber. The Business of the Household.
Broadhurst. Home and Community Hygiene.
Powell. Successful Canning and Preserving.
McCullum. New Knowledge of Nutrition. Macmillan.
** **McGowan and Waite.** Textiles and Clothing. Macmillan.
MacLeod. Housekeepers' Handbook of Cleaning. Harper.
Matthews. Elementary Home Economics. Little.
Rose. Feeding the Family. Macmillan.
Scott. Home Labor Saving Devices. Lippincott.
Sherman. Food Products. Macmillan.
* **U. S. Department of Agriculture.** Bulletins. U. S. Dept. of Agriculture, Washington, D C
Wardell and White. A Study of Foods. Ginn.
** **Wellman.** Food Study. Little.
* **White.** Successful Houses and How to Build Them. Macmillan.
** **Willard and Gillette.** Dietetics for the High School. Macmillan.
* **Woolman.** Clothing; Choice, Care, Cost. Lippincott.

BUSINESS.

* **Aspley.** How to Sell Quality. The Dartnell Corporation, Chicago.
Cahill. Office Practice. Macmillan.
Calkins. Business of Advertising. Appleton.
Cole. Accounts. Houghton.
* **Gardner.** Constructive Dictation. Gregg.
* **Gardner.** Effective Business Letters. Ronald.
* **Huffcut.** Elements of Business Law. Ginn.
* **Kester.** Accounting Theory and Practice. (2 vols.) Ronald.
Larson. Business Inspiration. Crowell.
* **McKinzie.** Bookkeeping and Accounting. Volumes I and II. South-Western Publishing Co., Cincinnati.
Moody. Men Who Sell Things. McClurg.
* **Owen.** Secret of Typewriting Speed. Forbes & Co., Chicago.
Rittenhouse and Clapp. Accounting Theory and Practice. (2 vols.) McGraw.

SoRelle. Expert Shorthand Speed Course. Gregg.
* **Spencer.** The Efficient Secretary. Stokes.
Stockwell. Essential Elements of Business Character. Rivell.
* **Whitehead.** Principles of Salesmanship. Ronald.
Wiese and Smith. Seven Speed Secrets of Expert Typing. Harold Smith, Pullman, Washington.
Wilbur. Everyday Business for Women. Houghton.

MANUAL TRAINING.

Crawshaw. Problems in Wood-Training. Manual.
Crawshaw. Problems in Furniture Making. Manual.
* **Friese.** Farm Blacksmithing. Manual.
* **Griffith.** Correlated Courses in Woodwork and Mechanical Drawing. Manual.
** **Griffith.** Essentials of Woodworking. Manual.
Griffith. Furniture Making. Manual.
Harcourt. Elementary Forge Practice. Manual.
Wheeler. A. B. C. of Wood-Working. Putnam

FINE ARTS.

Barstow. Famous Buildings. Century.
Garesche. Art of the Ages. Prang.
* **Jenks.** Photography for Young People. Stokes.
** **Reinach.** Appollo, A Manual of History of Art Throughout the Ages. Scribner.
Whitcomb. Young People's Story of Art. Dodd.

DRAWING, DESIGN, MECHANICAL DRAWING.

Batchelder. Design in Theory and Practice. Macmillan.
* **Day.** Alphabets Old and New. Scribner.
Mathewson and Stewart. Applied Mechanical Drawing. Taylor.
Spink. Mechanical Drawing for High School. (2 vols.) Atkinson.
Sturge. Dictionary of Architecture and Building. (3 vols.) Macmillan.
* **Swenson.** Essentials of Drafting. Van Nostrand.
Varnum. Industrial Arts Design. Scott.
Windoes and Campbell. Architectural Drawing. Webb.

PAINTING AND PICTURES.

Barstow. Famous Pictures. Century.
* **Champlin and Perkins.** Cyclopedia of Painters and Painting. (4 vols.) Scribner.
Hurll. Home Book of Great Paintings. Houghton.
Van Dyke. A Textbook of the History of Painting. Longmans.

MUSIC.

Elson. Book of Musical Knowledge. Houghton.
Fryberger. Listening Lessons in Music.
Grove. Dictionary of Music and Musicians. (5 vols.) Macmillan. (For large schools only).

** **Hughes.** Music Lovers' Encyclopedia. Doubleday.
* **Upton.** Standard Operas. McClurg.
Victor Book on Music Appreciations. Victor Talking Machine Co., Camden, N. J.
* **Victrola Book of the Opera.** Victor Talking Machine Co., Camden, N. J.
Whitcomb. Young People's Story of Music. Dodd.

GAMES, SPORTS, AMUSEMENTS AND THEATRICALS.

** **Bancroft.** Games for Playground, Home, School and Gymnasium. Macmillan.
** **Boy Scouts of America.** Official Handbook. Grosset.
Camp. Athletes All. Scribner.
Camp. Book of Football. Century.
Champlin and Bostwick. Young Folks' Encyclopedia of Games and Sports. Holt.
Corsan. At Home in the Water. Association Press.
Dudley and Kellar. Athletic Games in the Education of Women. Holt.
Glover. "Dame Curtsey's" Book of Novel Entertainments. McClurg.
Graham and Clark. Practical Track and Field Athletics. Duffield.
* **MacKay.** Costumes and Scenery for Amateurs. Holt.
* **Spalding Athletic Library.** (Guides and other numbers as needed). A. G. Spalding & Co., Chicago.
Taylor. Practical Stage Directing for Amateurs. Dutton.
Withington. Book of Athletics. Lothrop.

ENGLISH COMPOSITION.

Baldwin. Writing and Speaking. Longmans.
** **Bates.** Talks on Writing English. (2 vols.) Houghton.
** **Bolenius.** Everyday English. Houghton.
** **Bolenius.** Oral English. Lippincott.
** **Brown.** How the French Boy Learns to Write. Harvard University Press.
Cunliffe and Lomer. Writing of Today. Century.
** **Esenwein.** Writing the Short Story. Hinds.
** **Greever and Jones.** Century Handbook of Writing. Century.
Kimball. Structure of the English Sentence. American.
** **Kittredge and Farley.** Advanced English Grammar. Ginn.
Orcutt. Writer's Desk Book. Stokes.
Phyfe. Eighteen Thousand Words Often Mispronounced. Putnam.
* **Thomas.** Study of the Paragraph. American.
Weekly. The Romance of Words. Dutton.
** **Wooley.** Handbook of Composition. Heath.
Wooley. The Mechanics of Writing. Heath.
** Two or more texts on high school composition.
Briggs and McKinney. First and Second Books of Composition. (2 vols.) Ginn.
Brooks. English Composition. (Books I and II) American.
Claxton and McGinnis. Effective English. Allyn.
Clippinger. Written and Spoken English. (Books I and II) Silver.

Hitchcock. Composition and Literature. Holt.
Hitchcock. New Practice Book. Holt.
Lewis and Hosic. Practical English for High Schools. American.
Tanner. Composition and Rhetoric. Ginn.
Ward. Sentence and Theme. Scott.
Ward. Theme Building. Scott.

HANDBOOKS ON LITERATURE

* **Baker.** Guide to Historical Fiction. Macmillan.
Botta. Handbook of Universal Literature. Houghton.
* **Hillis.** Great Books as Life Teachers. Revell.
* **Matthews.** Counsel Upon the Reading of Books. Houghton.
Porter. Greatest Books in the World. Ginn
** **Richardson and Owen.** Literature of the World. Ginn.
** **Walsh.** Heroes and Heroines of Fiction, Modern Prose and Poetry. Lippincott.
Wheeler. Dictionary of the Noted Names in Fiction. Houghton.

COLLECTIONS OF AMERICAN AND ENGLISH POETRY AND PROSE

* **Ashman.** Prose Literature for Secondary Schools. Houghton.
** **Ashmun.** Modern Prose and Poetry for Secondary Schools. Houghton.
Child. English and Scottish Popular Ballads. Houghton.
* **Cody.** Selections from the Best English Essays. McClurg.
* **Cody.** Selected Short Stories. McClurg.
Cook. One Hundred and One Famous Poems. The Cable Co., 301 So. Wabash Ave., Chicago.
* **Cunliffe, Pyre and Young.** Century Readings in English Literature. Century.
* **Dickinson.** Chief Contemporary Dramatists. Houghton.
Gayley and Young. English Poetry. Macmillan.
Greenlaw. Familiar Letters. Scott.
** **Greenlaw and Others.** Literature and Life. (Two volumes issued) Scott.
Guerber. Book of the Epic. Lippincott.
* **Mantle.** The Best Plays of the Year (Issued annually). Small.
Newcomer-Andrews. Twelve Centuries of English Poetry and Prose. Scott.
Newcomer-Andrews-Hall. Three Centuries of American Poetry and Prose. Scott.
* **O'Brien.** The Year's Best Short Stories (Issued annually). Small.
* **Page.** British Poets of the 19th Century. Sanborn.
* **Page.** Chief American Poets. Houghton.
* **Prize Stories of 1921.** (The O. Henry Memorial Award.) Doubleday.
Putnam. Representative Essays. Putnam.
** **Quiller-Couch.** Oxford Book of English Verse. Oxford.
Stedman. American Anthology. Houghton.
Stedman. Victorian Anthology. Houghton.
** **Stevenson.** Home Book of Verse. Holt.
* **Strong.** The Best Verse of the Year (Issued annually). Small.
* **Ward.** English Poets. (5 vols.) Macmillan.

* **Warner.** Library of the World's Best Literature. (31 vols.) Warner's Library Co. (An excellent collection, the price of which is approximately $50.00).

Wiggin and Smith. Golden Numbers. Grosset.

DECLAMATIONS, ORATIONS, PUBLIC SPEAKING, DEBATE

** One book on parliamentary usage:

Paul. Parliamentary Law. Century.

Roberts. Rules of Order. Scott.

Alden. Art of Debate. Holt.

Clark. Handbook of Best Readings. Scribner.

Clark and Blanchard. Practical Public Speaking. Scribner.

* **Cody.** Selections from the World's Greatest Orations. McClurg.

Cumnock. Choice Readings for Public and Private Entertainment. McClurg.

** **Debaters.** Handbook Series. (As many volumes as needed). Wilson.

* **Foster.** Essentials of Exposition and Argument. Houghton.

Fulton and Trueblood. British and American Eloquence. Ginn.

Fulton and Trueblood. Standard Selections. Ginn.

The Humorous Speaker. Hinds.

Lockwood and Thorpe. Public Speaking Today. Sanborn.

** **Pearson.** The Speaker. (As many volumes as needed). Hinds.

Ringwalt. Modern American Oratory. Holt.

Schauffler. Our American Holiday Series. (As many of these as needed). Moffat.

Shurter. Masterpieces of Modern Oratory. Ginn.

Shurter. Winning Declamations and How to Speak Them. Ginn.

University Debaters Annual. Wilson.

Webster. Daniel Webster for Young Americans. Little.

Wilson. Why We are at War. Harper.

Winter. Public Speaking. Macmillan.

AMERICAN LITERATURE—HISTORY

** Two or more of the following:

Halleck. American Literature. American.

Long. American Literature. Ginn.

Pace. American Literature with Readings. Allyn.

Rittenhouse. Younger American Poets. Little.

Wendell. Literary History of America. Scribner.

AMERICAN POETRY

* The complete or selected poems of as many as possible of the following American poets:

Bryant, Emerson, Field, Holmes, Lanier, Longfellow, Lowell, Poe, Riley, Service, Whitman, Whittier. (See also reading lists pages 28 to 36.)

AMERICAN PROSE

* Selected or complete essays of as many as possible of the following American authors:

Burroughs, Emerson, Holmes, Howells, Irving, Lincoln, Lowell, Mabie,

Thoreau, Van Dyke, Warner. (See also reading lists pages 28 to 36).

** American fiction as necessary. (See reading lists for various years of high school, pages 28 to 36).

ENGLISH LITERATURE—HISTORY

** Two or more of the following:

Beers. From Chaucer to Tennyson. Grosset.
Burton. Masters of the English Novel. Holt.
Cooper. Some English Story Tellers. Holt.
Halleck English Literature. American.
Long. English Literature. Ginn.
Pace. English Literature with Readings Allyn.
Pancoast. Introduction to English Literature. Holt.
Phelps. Essays on Modern Novelists. Macmillan.
Stephen. Hours in a Library. (4 vols.) Putnam.

ENGLISH POETRY

* The complete or selected poems of as many as possible of the following English poets: (The Cambridge Edition (Houghton) contains many of these volumes.)

Beowulf, Elizabeth Browning, Robert Browning, Burns, Byron, Chaucer, Coleridge, Dryden, Goldsmith, Keats, Kipling, Macaulay, Milton, Morris, Noyes, Pope, Scott, Shelley, Spenser, Stevenson, Swinburne, Tennyson and Wordsworth. (See also reading lists, pages 28 to 36).

ENGLISH DRAMA

Barrie. Half Hours. Scribner.
Everyman and Other Interludes. Dutton.
Galsworthy. Plays. Scribner.
* **Gayley.** Representative English Comedies. (Three volumes). Macmillan.
* **Gregory.** Seven Short Plays. Luce.
* **Jerome.** Passing of the Third Floor Back. Grosset
Marlowe. Plays. (2 vols.) Dutton.
Shaw. Plays. Brentano.
Sheridan. Plays. Dutton.
Thayer. Best Elizabethian Plays. Ginn.
(See also reading lists pages 28 to 36).

SHAKESPEARE

** The complete works of Shakespeare should be in every high school library. There are a large number of editions; almost every book company has them. Neilson's *Complete Dramatic and Poetic Works of Shakespeare* (Houghton) is an inexpensive collection.

Among critical works on Shakespeare the following are suggested for purchase:

Dowden. Shakespeare. American.
Dowden. Shakespeare, A Critical Study of His Mind and Art. Harper.

Jameson. Shakespeare's Heroines. Macmillan.
Lamb. Tales from Shakespeare. Dutton.
Moulton. Shakespeare as a Dramatic Artist. Oxford.
Neilson-Thorndike. Facts About Shakespeare. Macmillan.
Winter. Shakespeare on the Stage. (3 vols.) Moffat.

ENGLISH PROSE

* Selections or complete essays of as many as possible of the following English authors:
  Addison, Arnold, Bacon, Carlyle, Chesterfield, Chesterton, DeQuincy, Lamb, Macaulay, Ruskin, Stevenson, Thackeray.
  (See also reading lists pages 28 to 36).
* Fiction as necessary. (See reading lists for various years of high school, pages 28 to 36).

LITERATURE OF CONTINENTAL EUROPE

* Schools which offer French should have in the original some of the works of such writers as: Balzac, Bossuet, Corneille, Daudet, Dumas, France, Hugo, La Fontaine, Lamartine, Maupassant, Merimee, Moliere, Rostand, Voltaire, etc.
* Schools which offer Spanish should have in the original some of the works of such writers as: Alarcon, Breton, Calderon, Cervantes, Ibanez, Valdes, Valera, etc.
* The following translations will be found useful: (See also reading lists pages 28 to 36).
  Bjornson. Arne and the Fisher Lassie. Macmillan.
  Dante. The Divine Comedy. Dutton.
  France. Man Who Married a Dumb Wife. Lane.
  Goethe. Faust. Translated by Bayard Taylor. (2 vols.) Houghton.
  Ibsen. Brand. Dutton.
  Ibsen. Peer Gynt. Scribner.
  Maupassant. Short Stories. Ginn.
  Niebelungenlied. Translated by Lettson. Scribner.

LATIN AND GREEK LANGUAGE AND LITERATURE

Allen and Grenough or Bennett's Latin Gramar.
* **Jebb.** Greek Literature. American.
* **Jenks.** Latin Word Formation. Heath.
Laing. Masterpieces of Latin Literature. Houghton.
* **Wilkins.** Roman Literature. Macmillan.
Wright. Masterpieces of Greek Literature. Houghton.
A Translation of the Aeneid: (See ninth grade reading list, page 32).
Church. Aeneid for Boys and Girls. Macmillan.
Conington. Aeneid. Scott.
Williams. Aeneid. Houghton.
A Translation of the Iliad: (See ninth grade reading list, page 28).
Bryant. Iliad. Houghton.
Church. Iliad for Boys and Girls. Macmillan.
Lang-Leaf-Myers. Iliad. Macmillan.
A Translation of the Odyssey: (See ninth grade reading list, page 32).

Bryant. Odyssey. Houghton.

Butcher-Lang. Odyssey. Macmillan.

Church. Odyssey for Boys and Girls. Macmillan.

Palmer Odyssey. Houghton.

LITERARY MASTERPIECES

** Following are the titles contained in the reading lists prepared by the National Joint Committee on English, representing the N. E. A. Commission on Reorganization of Secondary Education and the National Council of Teachers of English. It will be noted that the list for each grade is divided into Part I, titles from which selection for class work may be made, and Part II, titles from which selection for individual reading may be made. **All the books listed under Part I and as many as possible listed under Part II should be in the library.** Practically all of these titles may be found among the "classics" issued by the various book companies. Many of the volumes may be had in editions such as Everyman's (Dutton), Altemus' (Altemus), or Burt's Home Library (Burt).

Part I: Titles From Which Selections for Class Work May Be Made.

Ninth Grade

** Secure the following titles for all high schools offering ninth grade work.

Narrative poems such as *John Gilpin's Ride, Tam O'Shanter, Lochinvar, Michael, The Prisoner of Chillon, How They Brought the Good News from Ghent to Aix, Herve Riel,* Rossetti's *The White Ship,* Morris's *Atlanta's Race,* Lowell's *The Courtin'.*

Lyric poems such as Shelley's *To a Skylark,* Wordsworth's *Reaper,* Browning's *Home Thoughts from Abroad,* Emerson's *Concord Hymn,* Burn's *A Man's a Man for a' That,* Rossetti's *Up-Hill,* Keats' *On First Looking into Chapman's Homer,* Byron's *On the Castle of Chillon,* Tennyson's *The Merman,* Whitman's *My Captain,* Garland's *The Wind in the Pines,* Poe's *To Helen,* Beaching's *Bicycling Song.*

Short stories such as Poe's *The Gold Bug,* Hawthorne's *The Ambitious Guest,* Hardy's *The Three Strangers,* Brown's *Farmer Eli's Vacation,* Wilkins-Freeman's *The Revolt of Mother,* O. Henry's *The Chaparral Prince,* Davis' *Gallegher.*

Bates. A Ballad Book.

Dickens. David Copperfield.

Franklin. Autobiography.

Hale. Ballads and Ballad Poetry.

Homer. The Odyssey (Palmer's trans.); Iliad (Bryant's trans.).

Kipling. Kim.

Scott. The Lady of the Lake; The Talisman; Quentin Durward.

Shakespeare. Julius Caesar.

Tenth Grade

** Secure the following titles for all high schools offering tenth grade work.

Poetry:

Arnold. The Forsaken Merman; Sohrab and Rustum.
Branch. The Youngest Son of His Father's House.
Burns. Bannockburn.
Byron. Prisoner of Chillon.
Coleridge. The Ancient Mariner.
Henley. My Unconquerable Soul.
Lowell. The Vision of Sir Launfal.
Moody. Gloucester Moors; Road-Hymn for the Start; On a Soldier Fallen in the Phillippines.
Peabody. The Singing Man.
Schauffler. Scum o' the Earth. (See Atlantic Monthly, Nov. 1911.)
Tennyson. Enoch Arden; Oenone; The Lotus Eaters; Ulysses.
Thomas. Moly.
Whitman. Vigil Strange I Kept on the Field One Night; Warble for Lilac-Time.
(See Ashmun's *Modern Prose and Poetry* for Secondary Schools for most of the above.)

Drama:

Maeterlinck. The Blue Bird.
Peabody. The Piper.
Rostand. Cyrano de Bergerac.
Shakespeare. Merchant of Venice; As You Like It; The Tempest; Coriolanus.

Fiction:

Blackmore. Lorna Doone.
Churchill. The Crisis.
Gaskell. Cranford.
Hugo. Les Miserables.
Modern American Short Stories.
Scott. Ivanhoe.
Wallace. Ben Hur.

Other Prose:

Burroughs. Selected Essays. (See Riverside Essays, Houghton).
Grenfell. Adrift on an Ice Pan. (See Riverside Literature Series).
Irving. The Alhambra.
Stevenson. Travels with a Donkey; An Inland Voyage.

Speeches on American Citizenship:

Curtis. Public Duty of Educated Men.
Porter. Eulogy of Ulysses S. Grant.
Reed. The Immortality of Good Deeds.
Schurz. International Arbitration.
Van Dyke. Salt.
(For the above, see *Shurter's Manual of Modern Oratory*, Ginn.)

Eleventh Grade

** Secure the following titles for all high schools offering eleventh grade work.

Poetry:

Arnold. Balder Dead; Rugby Chapel.

Browning. The Patriot; My Last Duchess; The Flight of the Duchess; Incident of the French Camp; Home Thoughts from the Sea.

Tennyson. Idylls of the King (The Coming of Arthur, Gareth and Lynette, Lancelot and Elaine, The Holy Grail, The Passing of Arthur); The Princess; The Lady of Shalott; Sir Galahad; Merlin and the Gleam.

Drama:

Goldsmith. She Stoops to Conquer.

Shakespeare. Macbeth; Twelfth Night; Henry V.

Sheridan. The Rivals.

Fiction:

Dickens. Tale of Two Cities; Hard Times.

Eliot. Silas Marner; Mill on the Floss.

Other Prose:

Bryce. Promoting Good Citizenship. (See Riverside Essays.)

Fuess. Selected Essays.

Huxley. Autobiography and Lay Sermons.

Jordan. Life's Enthusiasms; The Call of the Twentieth Century; Call of the Nation; The Strength of Being Clean.

Macaulay. Warren Hastings or Lord Clive.

Roosevelt. True Americanism.

Ross. Latter Day Saints and Sinners.

Van Dyke. Spirit of America; Americanism of Washington.

Speeches on American Citizenship:

Grady. The New South.

Hay. American Love of Peace.

Lincoln. Cooper Institute Address; Gettysburg Address.

Root. The Pan American Spirit.

(For the above, see Boardman's *Modern American Speeches.*)

Schurz. True Americanism; The Life of Lincoln.

Webster. First Bunker Hill Oration; Adams and Jefferson; Plymouth Oration.

Twelfth Grade

** Secure the following titles for all high schools offering twelfth grade work.

Individual Authors:

Chaucer. Prologue to the Canterbury Tales; Old English Ballads.

Milton. L'Allegro and Il Pensoroso; Comus; Lycidas; Paradise Lost, Books 1 and 2; Sonnets; On His Blindness, On Arriving at the Age of Twenty-Three.

Shakespeare. Hamlet.

Accompanying Reading:

The Epic.

Beowulf (selections)

The Tale.

Chaucer. Knight's Tale; Nun's Priest's Tale.

The Drama:

Marlowe. The Jew of Malta.
Shakespeare. King Lear.
Tennyson. Becket.

The Song:

Palgrave. Golden Treasury, Books 1 and 2.

The Essay:

Bacon. Selected Essays.

The Allegory:

Bunyan. Pilgrim's Progress. Part I.

Individual Authors:

Addison and Steele. Sir Roger de Coverly Papers.
Arnold. Requiescat; The Forsaken Merman.
Browning. Evelyn Hope; Prospice; Up at a Villa, Down in a City; Pheidippides.
Burns. The Cotter's Saturday Night; Songs.
Byron. The Coliseum (Childe Harold, Canto IV); Cascata de Marmore (Childe Harold, Canto IV); The Coliseum by Moonlight; "Manfred", Act III, Sc 4; The Ocean (Childe Harold, Canto XV); The Isles of Greece (Don Juan, Canto III); She Walks in Beauty Like the Night.
Carlyle. Essay on Burns.
DeQuincey. Joan of Arc.
Goldsmith. The Deserted Village.
Gray. Elegy in a Country Churchyard.
Keats. Eve of St. Agnes; Ode to a Grecian Urn.
Lamb. Selected Essays.
Macaulay. Essay on Johnson.
Shelley. The Cloud; The Skylark; Hymn to the Night; Ozymandias of Egypt.
Tennyson. The Miller's Daughter; The Raven; Songs from "The Princess" and other lyrics; Ode on the Death of the Duke of Wellington.
Wordsworth. Nature Lyrics; Sonnets; The Ode to Duty; Michael.

Accompanying Reading:

Carlyle. Heroes and Hero Worship (selections).
Dickens. Bleak House.
Eliot. Adam Bede; Romola.
Goldsmith. The Vicar of Wakefield; She Stoops to Conquer.
Pope. The Rape of the Lock; The Essay on Man (selections).
Thackeray. Henry Esmond; Vanity Fair; The Newcomes.

Part II: Titles From Which Selections for Individual Reading May Be Made.

Ninth Grade

** A considerable number, preferably all, of the following titles should be secured by schools offering ninth grade work.

Antin. The Promised Land.
Bates. The Story of the Canterbury Pilgrims.
Churchill. The Crisis.
Clemens. (Mark Twain.) Tom Sawyer; Huckleberry Finn.
Cooper. The Spy.
Craddock. Prophet of the Great Smoky Mountains.
Dana. Two Years Before the Mast.
Defoe. Robinson Crusoe.
Deland. Old Chester Tales; Doctor Lavendar's People.
Dickens. Oliver Twist; Old Curiosity Shop
Doyle. The Adventures of Sherlock Holmes.
Fox. Little Shepherd of Kingdom Come.
Homer. The Iliad (as done into English by Butcher and Lang).
Hughes. Tom Brown's School Days.
Irving. Tales of a Traveler.
Keller. Story of My Life.
Kingsley. Westward Ho!
Kipling. Selections from the Day's Work; Phantom Rickshaw.
Mitchell. Hugh Wynne.
Montgomery. Tales of Avonlea.
Marshall, N. E. English Literature for Boys and Girls (Selections by teacher).
Moore. Stories of Tennessee.
Parkman. The Oregon Trail.
Porter. Freckles; Laddie; Girl of the Limberlost.
Rideino, W. H. Boyhood of Famous Authors.
Rolfe. Shakespeare, the Boy.
Scott. Guy Mannering; Woodstock.
Smith. Caleb West.
Stevenson. Black Arrow.
Stockton. Jolly Fellowship; Captain Chap.
Thompson-Seton. Wild Animals I Have Known.
Vergil. Aeneid (in a good translation).
Wallace. Ben Hur

Tenth Grade.

** A considerable number, preferably all, of the following titles should be secured by schools offering tenth grade work.

Fiction:

Bacheller. Eben Holden.
Barrie. The Little Minister.

Besant. All Sorts and Conditions of Men.
Black. Princess of Thule.
Blackmore. Lorna Doone.
Cable. The Grandissimes; Dr. Sevier.
Churchill. Coniston; The Crossing; Richard Carvel.
Clemens (Mark Twain). Innocents Abroad.
Connor. The Man from Glengarry.
Doyle. The White Company.
Duncan. Dr. Luke of the Labrador.
Ebers, An Egyptian Princess.
Fox. The Trail of the Lonesome Pine.
Gras. The Reds of the Midi.
Halevy. Abbe Constantin.
Jackson. Ramona.
Kipling. The Day's Work; Soldiers Three.
London. Martin Eden.
Lever. Charles O'Malley.
Mitchell. Hugh Wynne, Free Quaker; The Adventures of Francois
Moore. The Jessamy Bride.
Norris. The Pit.
Page. Red Rock.
Sienkiewicz. With Fire and Sword.
Smith. The Master Diver.
Tarkington. The Gentleman from Indiana; Monsieur Beaucaire.
Wallace. The Wood Carver of 'Lympus.
White. The Blazed Trail.
Wister. The Virginian.
Wright. The Winning of Barbara Worth.

Nonfiction:

Addams. Twenty Years at Hull House.
Antin. The Promised Land.
Brooks. An American Citizen.
Burroughs. Camping and Tramping With Roosevelt.
Collier. Germany and the Germans.
Davis. Our English Cousins; Three Gringoes in Venezuela and Central America.
Duncan. Dr. Grenfell's Parish.
Franck A Vagabond Journey Around the World.
Funstan. Memoirs of Two Wars.
Gilchrist. Life of Mary Lyon.
Griffis. An American in Holland.
Irvine. From the Bottom Up.
Howe. Two in Italy.
Jefferson (John). Autobiography.
Keller. The World I Live In: Story of My Life.
Lang. The Mystery of Mary Stuart.
Maeterlinck. The Life of the Bee.
Muir. The Story of My Boyhood and Youth.
Morris. Stage Life.

Palmer. Life of Alice Freeman Palmer.
Richards. Florence Nightingale.
Rittner. Impressions of Japan.
Repplier. Our Convent Days.
Riis. The Making of an American; How the Other Half Lives; Theodore Roosevelt, the Citizen.
Roosevelt. Hunting Trips of a Ranchman.
Ross. The Changing Chinese.
Stevenson. Vailima Letters.
Thackeray. Letters to an American Family.
Tullivan. A Woman Who Went to Alaska.
Washington. Up From Slavery.
Wallace. The Lure of the Labrador Wild.
White. The Forest; The Mountains.

Eleventh Grade.

** A considerable number, preferably all, of the following titles should be secured by schools offering eleventh grade work.

Fiction:

Allen. The Kentucky Cardinal.
Burnett. Tembaron; Through One Administration.
Churchill. Coniston; Mr. Crewe's Career.
Crawford. Saracinesca; Mr. Isaacs; A Roman Singer.
Farnol. The Broad Highway; The Amateur Gentleman.
Harrison. V. V's Eyes.
Hawthorne. Marble Faun
Holmes. Elsie Venner.
Howells. A Modern Instance; The Minister's Charge.
Hutchinson. The Happy Warrior.
Johnston. To Have and to Hold; Prisoners of Hope.
Kipling. Kim; The Light that Failed.
Locke. Septimus.
Loti. An Iceland Fisherman.
Page. Red Rock.
Parker. The Seats of the Mighty; The Right of Way.
Steele. On the Face of the Waters.
Van Dyke. The Blue Flower.

Short Stories:

Aldrich. Marjorie Daw; Goliath.
Bunner. Short Sixes.
Cable. Old Creole Days.
Clemens (Mark Twain). The Jumping Frog; A Double-Barreled Detective Story.
Davis. Gallagher and other Stories; Van Bibber.
Deland. Old Chester Tales.
Dunbar. Folks from Dixie.
Garland. Main Traveled Roads
Harris. Tales of the Home Folks.

Henry. The Four Million; The Voice of the City.

Harte. The Luck of Roaring Camp.

Hawthorne. The Great Stone Face; Mosses from an Old Manse.

Irving. Rip Van Winkle; Legend of Sleepy Hollow.

Jewett. A White Heron and Other Stories.

Kelly. Little Citizens.

Page. Marse Chan; Me Lady.

Poe. The Purloined Letter; The Fall of the House of Usher; Gold Bug.

Stockton. The Lady or the Tiger.

Stevenson. Markheim.

Van Dyke. The Ruling Passion.

Wilkins. A New England Nun.

Nonfiction:

Barrie. Margaret Ogilvy.

Bennet. How to Live on 24 Hours a Day; The Human Machine; Your United States.

Bryce. The Pleasantness of American Life; National Characteristics as Molding Public Opinion.

Crothers. Gentle Reader.

Eliot. Education for Efficiency.

Grayson. Adventures in Contentment; Adventures in Friendship.

Grenfell. The Adventure of Life.

Griggs. The Use of the Margin.

James. On Some of Life's Ideals.

Harrison. Choice of Books.

Hearn. Out of the East.

Huxley. Life and Letters of Huxley.

Jordan. The Religion of a Sensible American; The Power of Truth.

Mabie. Parables of Life.

Maeterlinck. Treasures of the Humble.

Newman. Definition of a Gentleman.

Roosevelt. The New Nationalism; A Strenuous Life.

Ross. Sin and Society.

Stevenson. A Christmas Sermon.

Sylva. Carmen; From Memory's Shrine.

Van Dyke. Fisherman's Luck; Little Rivers.

Wagner. The Simple Life.

Howells. London Films.

Prime. I Go A-Fishing.

Riis. Life Stories of the Other Half.

Taft. Present Day Problems.

Wilson. Inaugural Addresses; When a Man Comes to Himself; On Being Human.

Twelfth Grade

** A considerable number, preferably all, of the following titles should be secured by schools offering twelfth grade work.

Drama:

Bennett and Knoblauch. Milestones.
Brown. Everywoman.
Bulwer-Lytton. Richelieu.
Burnett. The Dawn of a Tomorrow.
Galsworthy. Justice; The Pigeon.
Goldsmith. She Stoops to Conquer.
Hauptmann. The Sunken Bell.
Housman and Barker. Prunella.
Ibsen. The Doll's House.
Kennedy. The Servant in the House.
Knoblauch. Kismet.
Loti and Gautier. The Daughter of Heaven.
Maeterlinck. The Blue Bird.
McGroarty. The Mission Play.
Noyes. Drake; Sherwood.
Peabody. The Piper.
Phillips. Ulysses.
Roberts. Pools and Francesca; The Foot of the Rainbow.
Rostand. Cyrano de Bergerac; Chanticleer; L'Aiglon.
Sheridan. The Rivals; School for Scandal.
Synge. Riders to the Sea.
Tennyson. Becket.
Van Dyke. The House of Rimmon.
Yeaths. The Land of Heart's Desire.
Zangwill. The Melting Pot.

Fiction:

Auerbach. On the Heights.
Austen. Pride and Prejudice.
Bronte. Jane Eyre; Shirley.
Deland. Awakening of Helena Ritchie; The Iron Woman.
De Morgan. Alice for Short; Somehow Good.
Dickens. Our Mutual Friend; Nicholas Nickleby; Pickwick Papers.
Eliot. Mill on the Floss; Adam Bede; Romola.
Lane. Nancy Stair.
Reade. Put Yourself in His Place.
Trollope. Barchester Towers.
Thackeray. Vanity Fair; Henry Esmond; The Newcomes.

TRAVEL

(See also reading lists pages 28 to 36).

Bobson. The Future of South America. Little.
Bennett. Your United States. Harper.
Bullen. Cruise of the Cachalot. Grosset.
* **Brooks.** First Across the Continent. Scribner.

* **Dye.** McLaughlin and Old Oregon. McClurg.
Hale. The South American. Bobbs
James. Our American Wonderlands. McClurg.
* **National Parks Portfolio.** Government Printing Office.
Peary. The North Pole, Its Discovery in 1909. Stokes.
* **Powell.** First Through the Grand Canyon. Macmillan.
Roosevelt. African Game Trails. Scribner.
* **Scenes From Every Land.** National Geographic Society. Washington, D. C.
Shackleton. Heart of the Antarctic. Lippincott.
Shepherd. Latin America. Holt.
Smith Gondola Days. Houghton.
* **Stoddard.** Lectures. (14 vols.) Geo. L. Shuman & Co. Chicago.
Stanley. How I Found Livingston. Scribner.
** **Yard.** The Book of the National Parks. Scribner.

BIOGRAPHY (COLLECTIVE)

Adams and Foster. Heroines of Modern Progress. Sturgis.
* **Bolton.** (There are a number of desirable books by this author). Crowell.
* **Brooks.** Historic Americans. Crowell.
Bruce. The Romance of American Expansion. Moffat.
* **Century Cyclopedia of Names.** Century.
Dole. Score of Famous Composers. Crowell.
Gilbut. More Than Conquerors. Century.
Iles. Leading American Inventors. Holt.
Johnston. Leading American Soldiers. Holt.
* **Morris.** (There are a number of desirable books by this author). Lippincott.
* **Plutarch.** Boys and Girls Plutarch. Putnam.
Riis. Hero Tales of the Far North. Macmillan.

BIOGRAPHY (INDIVIDUAL)

** **Bok.** The Americanization of Edward Bok. Scribner.
Boone. Thwaites. Daniel Boone. Appleton.
Caesar. Froude. Caesar; A Sketch. Harper.
* **Clay.** Schurz. Henry Clay. (2 vols.) Houghton.
* **Clemens.** Howells. Mark Twain. Harper.
* **Columbus.** Irving. Life and Voyages of Columbus. Putnam.
** **Custer.** Custer, Mrs. E. B. Boots and Saddles. Harper.
** **Edison.** Jones. Thomas Alva Edison. Crowell.
Gallatin. Stevens. Albert Gallatin. Houghton.
Goldsmith. Irving. Oliver Goldsmith. Houghton.
* **Grant.** Hill. On the Trail of Grant and Lee. Appleton.
Greeley. Linn. Horace Greeley. Appleton.
Hawthorne. Woodberry. Nathaniel Hawthorne. Houghton.
* **Irving.** Warner. Washington Irving. Houghton.
Jefferson. Morse. Thomas Jefferson. Houghton.
Johnson. Boswell. The Life of Samuel Johnson. (2 vols.) Dutton.

** **Lincoln.** Nicolay. Boy's Life of Lincoln. Century.
Lincoln. Morse. Abraham Lincoln. Houghton.
Madison. Gay. James Madison. Houghton.
Poe. Macy. Edgar Allan Poe. Small.
* **Roosevelt.** An Autobiography. Macmillan.
Washington, B. T. My Larger Education. Doubleday.
Washington, George. Hill. On the Trail of Washington. Appleton.
* **Washington, George.** Irving. Life of Washington. (2 vols.) Crowell.
** **Washington, George.** Lodge. George Washington. (2 vols.) Houghton.
* **Webster.** Hapgood. Daniel Webster. Small.

There are a number of good series of biography which the librarian will do well to examine. Among these may be mentioned the following:

American Men of Letters. Houghton.
American Statesmen Series. Houghton.
English Men of Letters. Macmillan.
Everyman's Library. Dutton.
Riverside Biographical Series. Houghton.
True Stories of Great Americans. Macmillan.

For biographies of Antin, Baldwin, Burns, Clive, Franklin, Hastings, Huxley, Joan of Arc, Johnson, Keller, Lincoln, Lyon, Muir, Nightingale, Palmer, Riis, and Booker Washington see reading lists pages 28 to 36.

WORLD HISTORY

* **Adams.** Civilization During the Middle Ages. Scribner.
** **Adams.** Growth of the French Nation. Macmillan.
Adkins. Historical Backgrounds of the Great War. McBride.
Arnold. Roman System of Provincial Administration. Stechert.
Ashley. Early European Civilization. Macmillan.
Ashley. Modern European Civilization. Macmillan.
Bartholomew. Literary and Historical Atlas of America. Dutton.
Bartholomew. Literary and Historical Atlas of Europe. Dutton.
Benezet. Story of the Map of Europe. Scott.
Botsford. History of the Orient and Greece. Macmillan.
* **Botsford.** Source-Book of Ancient History. Macmillan.
** **Botsford.** Story of Rome as Greeks and Romans Tell It. Macmillan.
** **Bowman.** The New World. World.
* **Bury.** History of Greece. Macmillan.
* **Bury.** History of the Roman Empire. American.
Cheyney. History of England. (2 vols.) Longmans.
Cheyney. Introduction to the Industrial and Social History of England. Macmillan.
Cheyney. Short History of England. Ginn.
Cross. History of England and Great Britain. Macmillan.
** **Davis.** A Day in Old Athens. Allyn.
Davis. Readings in Ancient History. Greece, Rome. (2 vols.) Allyn.
Elson. Modern Times and the Living Past. American.

* **Emerton.** An Introduction to the Study of the Middle Ages. Ginn.
Everyman's Atlas of Ancient and Classical Geography. Dutton.
Fisher. History of the Christian Church. Scribner.
Froissart. Chronicles of England, France and Spain. Macmillan.
Gardner. The Thirty Years War. Longmans.
Gerard. My Four Years in Geramny. Doran.
* **Gibbon.** Decline and Fall of the Roman Empire. (7 vols.) Macmillan.
* **Gibbons.** History of Commerce in Europe. Macmillan.
** **Green.** Short History of the English People. American.
Griffis. Japan in History, Folk-lore, and Art. Houghton.
Grinnell. Story of the Indian. Appleton.
Guerber. Story of the Greeks. American.
Guerber. Story of the Romans. American.
* **Gulick.** Life of the Ancient Greeks. Appleton.
Hall. Kitchener's Mob. Grosset.
* **Harding.** Essentials of Medieval and Modern History. American.
* **Hayes.** Political and Social History of Modern Europe. (2 vols.) Macmillan.
** **Hayes-Carlton.** A Brief History of the Great War. Macmillan.
* **Hazen.** Europe Since 1815. Holt.
** **Hazen.** Fifty Years of Europe. (1870-1919). Holt.
Herodotus. Stories of the East From Herodotus. Dodd.
Hume. Modern Spain. Putnam.
* **Johnson.** Europe in the Sixteenth Century. (1494-1598). Macmillan.
** **Johnston.** Private Life of the Romans. Scott.
Johnston. Ireland's Story. Houghton.
* **Jusserand.** English Wayfaring Life in the Middle Ages. Putnam.
Larned. History for Ready Reference. (7 vols. Revised edition) Nichols.
** **Literary Digest Atlas of New Europe and the Far East.** Funk.
McCarthy. A Short History of Our Own Times. Harper.
* **Mahaffy.** Old Greek Life. American.
* **Maspero.** Life in Ancient Egypt and Assyria. Appleton.
* **Matthews.** The French Revolution. Longmans.
** **Morey.** Outlines of Greek History. American.
** **Morey.** Outlines of Roman History. American.
Munro. Source Book of Roman History. Heath.
Munro. History of the Middle Ages. Appleton.
N. Y. Times Current History. (20 vols.) N. Y. Times Publishing Co., New York.
* **Ogg.** Social Progress in Contemporary Europe. Macmillan.
Peck. Harper's Dictionary of Classical Literature and Antiquites. American.
* **Pelham.** Outlines of Roman History to 476 A. D. Putnam.
* **Ploetz.** Handbook of Universal History. Houghton.
* **Robinson.** Readings in European History. (2 vols.) Ginn.
* **Robinson.** Medieval and Modern Times. Ginn.
** **Robinson and Beard.** Development of Modern Europe. (2 vols.) Ginn

Robinson, Breasted and Smith. A General History of Europe. Ginn.
Seebahm. Era of the Protestant Revolution. Longmans.
** **Seignobos.** History of Ancient Civilization. Scribner.
* **Seignobos.** History of Contemporary Civilization. Scribner.
* **Seignobos.** History of Medieval and Modern Civilization. Scribner.
Sheip and Bingham. Handbook of the Europeon War. (2 vols.) Wilson.
Shepherd. Historical Atlas. Holt.
* **Simonds.** History of the World War. (3 vols.) Review of Reviews Co., 30 Irving Place, New York.
Symonds. Short History of the Renaissance in Italy. Holt.
Tappan. When Knights Were Bold. Houghton.
Van Bergen. Story of China. American.
Van Bergen. Story of Russia American.
Van Bergen. Story of Japan. American.
** **Van Loon.** The Story of Mankind. Macmillan.
Webster. World History. Heath.
** **Wells.** Outlines of History. Macmillan. (May also be ordered from Review of Reviews Co., New York.)
West. Early Progress. Allyn.
West. Modern Progress. Allyn.
West. World Progress. Allyn.
Wolfson. Ancient Civilization. American.

AMERICAN HISTORY

Andrews. The Colonial Period. Holt.
Beard. History of the United States. Macmillan.
Bourne. Spain in America. Harper.
** **Brigham.** Geographic Influences in American History. Ginn.
* **Burgess.** Civil War and the Constitution. (2 vols.) Scribner.
* **Burgess.** Middle Period. Scribner.
* **Burgess.** Reconstruction and the Constitution. Scribner.
** **Channing, Hart and Turner.** Guide to the Study and Reading of American History. Ginn.
Channing. History of the United States. (5 vols.) Macmillan.
Channing. Jeffersonian System. Harper.
** **Channing.** Student's History of the United States. Macmillan.
Channing and Lansing. Story of the Great Lakes. Macmillan.
* **Cheyney.** European Background in American History. Harper.
Coolidge. The U. S. As a World Power. Macmillan.
Dodge. Bird's Eye View of Our Civil War. Houghton.
Drake. Making of the Great West. Scribner.
** **Eggleston.** Beginners of a Nation. Appleton.
** **Elson.** History of the People of the United States. Macmillan.
* **Fiske.** As many as possible of John Fisk's works. Houghton.
Hanson. Conquest of the Missouri. McClurg.
* **Hart.** American History Told by Contemporaries. (4 vols.) Macmillan.
** **Hart.** Epochs in American History. (3 vols.) Longmans.

Hart. Formation of the Union. Longmans.

Hodge. Handbook of American Indians North of Mexico. (2 vols.) Government Printing Office.

Hosmer. History of the Louisiana Purchase. Appleton.

* **Latane.** America as a World Power, 1897-1907. Harper.

Laut. Conquest of the Great Northwest. Moffat.

Lecky. American Revolution. Appleton.

MacCoun. Historical Geography of the United States. Silver.

McLaughlin. History of the American Nation. Appleton.

McMaster. History of the People of the United States. (8 vols.) Appleton.

* **Muzzey.** An American History. Ginn.

** **Parkman.** The Boys Parkman. Little.

* **Parkman.** (As many as possible of Parkman's works should be secured). Little.

* **Paxson.** Last American Frontier. Macmillan.

Paxson. New Nation. Houghton.

Rhodes. History of the U. S. from the Compromise of 1850 to 1877. (7 vols.) Macmillan.

Rhodes. History of the U. S. From Hayes to McKinley, 1877-1896. Macmillan.

* **Roosevelt.** Episodes from The Winning of the West. Putnam.

* **Sparks.** Expansion of the American People. Scott.

* **Taussig.** Tariff History of the United States. Putnam.

Thwaites. The Colonies. Longmans.

Thwaites. France in America. Harper.

** **Turner.** The Frontier in American History. Holt.

Van Tyne. American Revolution. Harper.

** **Walker.** Making of the Nation. Scribner.

* **West.** American Democracy. Allyn.

There are two series of books on American history, individual titles of which have frequently been referred to above. Books of these series should be well represented in every library. Following are the names and publishers of these series:

American History Series. Scribner.

The American Nation: A History. Harper.

MONTANA HISTORY.

Dimsdale. The Vigilantes. Historical Library, State Capitol, Helena.

* **Freeman.** Down the Yellowstone. Dodd.
(For eastern part of the state).

Hamilton. My Sixty Years on the Plains. Forest and Stream Publishing Co., New York.

Hebard and Brininstall. The Bozeman Trail. (2 vols.) Arthur H. Clark, Cleveland.

Historical Library. Contributions to the Historical Society of Montana. Historical Library, State Capitol, Helena.

Lewis and Clark Original Journals. (7 vols.) Dodd.

* **Palladino.** Indian and White in the Northwest. Wickersham Publishing Co., Lancaster, Pa.

Sanders. A History of Montana. (3 vols.) Lewis Publishing Co., Chicago.

(Vol. I is a general history of the state; volumes II and III contain biographies).

Stout. Montana. American Historical Society, Chicago.

(Volume I contains the general history; volumes II and III are biographical).

* **Stone.** Following Old Trails. Missoulian Publishing Co., Missoula.

** **Wheeler.** The Trail of Lewis and Clark. Putnam.

PART C: DIRECTORY OF PUBLISHERS

Allyn and Bacon, 1006 South Michigan Ave., Chicago.
Henry Altemus, 1326 Vine St., Philadelphia.
American Book Co., 330 East 22d St., Chicago.
American Library Association, 78 East Washington St., Chicago.
American School of Correspondence, Duxel Ave. and 58th St., Chicago.
D. Appleton & Co., 533 South Wabash Ave., Chicago.
Association Press. International Committee of Young Men's Christian Association Press, 347 Madison Ave., New York.
Atkinson, Mentzer and Co., 2210 South Park Ave., Chicago.
R. G. Badger, 194-200 Boylston St., Boston.
A. S. Barnes and Company, 30 Irving Place, New York.
Blakiston. P. Blakiston Sons, 1012 Walnut St., Philadelphia.
Bobbs-Merrill Company, University Square, Indianapolis.
Boston Book Company, 83-91 Francis St., Boston.
Milton Bradley, 49 Willow St., Springfield, Mass.
Breeders' Gazette, 542 South Dearborn St., Chicago.
Brentano and Company, 5th Ave. and 27th St., New York.
Bruce Publishing Company, 2020 Montgomery Bldg., Milwaukee.
Century Company, 2126 Prairie Ave., Chicago.
Chicago Univ. See Univ. of Chicago.
Clarendon. See Oxford.
Columbia Univ. Press, New York.
Comstock Publishing Company, Ithica, N. Y.
Crane and Company, Topeka, Kans.
Crowell, T. Y. and Company, 426-428 West Broadway, New York.
Dodd, Mead and Company, 4th Ave. and 30th St., New York.
Dodge Publishing Company, 53-55 Fifth Ave., New York.
Donahue, M. A. and Company, 701-733 South Dearborn St., Chicago.
Doran, G. H. Company, 244 Madison Ave., New York.
Doubleday, Page and Company, Garden City, N. Y.
Drake, F. J. and Company, 1006 South Michigan Ave., Chicago.
Duffield and Company, 211 East 19th St., New York.
Dutton, E. P. and Company, 681 Fifth Ave., New York.
Forest Press, Lake Placid Club, N. Y.
Funk and Wagnalls Co., 354-360 Fourth Ave., New York.
Ginn and Company, 2301-2311 Prairie Ave., Chicago.
Government Printing Office, Washington, D. C.
Government Publishing Bureau, Ottawa.
Gregg Publishing Co., 623 South Wabash Ave., Chicago.
Grosset and Dunlap, 1140 Broadway, New York.
Hammond, C. S. and Company, 30 Church St., New York.
Harcourt Brace and Company, One West 47th St., New York.
Harper and Bros., Franklin Square, New York.
Harvard University Press, Cambridge, Mass.
Heath, D. C. and Company, 1815 Prairie Ave., Chicago.
Henley, N. W. Company, 2 West 45th St., New York.

Henry-Morrison Company, Madison, Wis.
Hinds, Hayden and Eldredge, 11-15 Union Square, New York.
Henry Holt and Company, 2451-2459 Prairie Ave., Chicago.
Houghton-Mifflin Company, 2451-2459 Prairie Ave., Chicago.
Hurst and Company, 114 East 23d St., New York.
Inland Printer Company, 632 South Shuman St., Chicago.
Jacobs, G. W. and Company, 1628 Chestnut St., Philadelphia.
Orange Judd Company, 461 Fourth Ave., New York.
Lane, John Company, 786 Sixth Ave., New York.
Lippincott, J. B. Company, East Washington Square, Philadelphia.
Little, Brown and Company, 623 South Wabash Ave. Chicago.
Longmans, Green and Company, 443-449 Fourth Ave., New York.
Lothrop, Lee and Shepard Company, 93 Federal St., Boston.
Luce, J. W. and Company, 212 Summer St., Boston.
McBride, Nast and Company, 7 West 16th St., New York.
McClurg, A. C. and Company, Chicago.
McGraw-Hill Book Company, 370 Seventh Ave., New York.
Macmillan Company, 2451-2459 Prairie Ave., Chicago.
Manual Arts Press, Peoria, Ill.
Marquis, A. N., 440-442 South Dearborn St., Chicago.
Moffat, Yard and Company, 30 Union Square, New York.
Munn and Company, 233 Broadway, New York.
Nelson, Thomas and Sons, 381 Fourth Ave., New York.
Newson and Company, 73 Fifth Ave., New York.
Nichols, C. A., Springfield, Mass.
Open Court Publishing Company, 122 South Michigan Ave., Chicago.
Oxford University Press, 35 West 32d St., New York.
Page, L. C. and Company, 53 Beacon St., Boston.
Popular Mechanics, 6 North Michigan Ave., Chicago.
Prang Educational Company, 1922 Calumet Ave., Chicago.
Press Publishing Company, Pulitzer Building, New York.
Princeton University Press, Princeton, N. J.
Public School Publishing Company, Bloomington, Ill.
Putnam, G. P. Sons, 2-6 West 45th St., New York.
Rand, McNally and Company, 538 Clark St., Chicago.
Redfield, C. L., 53 West Jackson Boulevard, Chicago.
Reilly and Lee Company, 1006 South Michigan Ave., Chicago.
Row, Peterson and Company, 623 South Wabash Ave., Chicago.
Fleming H. Revell and Company, 17 North Wabash Ave., Chicago.
Ronald Press Company, 20 Vesey St., New York.
Sanborn, B. H. 623 South Wabash Ave., Chicago.
Saunders, W. B., West Washington Square, Philadelphia.
Schirmer, G., 3 East 43d St., New York.
Scott, Foresman and Company, 623 South Wabash Ave., Chicago.
Scribner, Charles Sons, 608 South Dearborn St., Chicago.
Sibley and Company, Boston.
Silver Burdett and Company, 565 Market St., San Francisco.
Small, Maynard and Company, 41 Mount Vernon St., Boston.
Stechert, G. E. and Company, 151-155 West 25th St., New York.

Stokes, F. A. Company, 443-449 Fourth Ave., New York.
Sturgis and Walton, 31-33 East 27th St., New York.
Sully, Geo. and Company, 373 Fourth Ave., New York.
Superintendent of Documents, Washington, D. C.
Teachers College, Columbia University, New York.
University of Chicago Press, Chicago.
Van Nostrand, D. Company, 8 Warren St., New York.
Warner's Library Co., 1133 Broadway, New York.
Webb Publishing Company, St. Poul.
Whitcomb and Barrow, 30 Huntington Ave., Boston.
Wilde, W. A. Company, 120 Boylston St., Boston.
Wiley, John and Sons, 432 Fourth Ave., New York.
Wilson, H. W. Company, 958-965 University Ave., New York.
Whitaker and Ray-Wiggin Company, San Francisco.
World Book Company, 2126 Prairie Ave., Chicago.
Y. M. C. A. See Association Press.

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